

AIRPORT COMMISSION

Airport Conference Room

Monday

December 15, 2008

5:00 PM

Members Present: Heath Gatlin, Michael Leger, Roger Lookingbill,
and Steve Tait.

Members Absent: Michael Valenti

Others: Stephen Fletcher, Michael Garrity,
and Butch Lisenby.

The meeting was called to order at 5:00 p.m.

MEETING AGENDA

MINUTES

Motion: Move to accept the minutes of the November 3rd meeting as written.

Motion: Heath Gatlin **Seconded:** Steve Tait **Vote:** 4-0-0.

REPORTS

Cell Phone Tower Update

David Guertin of the DPW said that the cell phone tower should be finished by June '09. The FAA did limit the height of it which will be sited on the wastewater treatment plant. They also feel that even at its reduced height, it will provide cell phone service to the airport. The Cape Cod Commission is still reviewing this application.

OLD BUSINESS

EA/FEIR/DRI Update

Mike Garrity presented the plan to the Commissioners. He said a toad specialist (who's called an amphib guy) did most of the research work for the project. He now has a lab but he was living on the Cape when he worked with the Park Service. As he saw it the biggest problem was the fence. There is a construction method of pounding in the fence posts and this will be the protocol used. The toads are so small that – once the fence is installed – they will have no trouble passing back and forth through it. Mike said that he has a meeting scheduled with National Heritage to make sure that these plans are also agreeable to them.

With the proposed plan, Mike continued, we're losing grassland and this affects the sparrows. If we make grassland we lose dune so – on the surface – this appears to be a "Catch 22." It is planned, too, to minimize the mowing effects.

Along the side of the taxi ways are grassland but this still doesn't offset the proposed need of more grassland.

Butch feels that we created a natural habitat and now it has become our very own "Catch 22."

Mike said that the meeting in Westboro was about endangered species.

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Semantics:

Mike said that the DEP likes the term "restoration" while the CCC does not allow "mitigation" so we're going to use the proper terminology with each entity for the project.

Butch said that he has a contract extension to the State Grant for Phase I. Steve Fletcher said that they're pretty good about notifying you about extensions, etc. to Butch questioned that if parts of the plan aren't in the scope – why aren't they?

Terminal Ramp Reconstruction Update

Steve Fletcher (after receiving accolades from the Commission for a job well done) said that there are a few outstanding punch list items which will be completed this week, i.e., replacing a cedar fence post, etc.

Michael Leger mentioned a fence post that seems out of alignment. He said that if you're at the sightseeing shack and you make the bend, there's one fence post that's not perfectly upright. Steve promised to look into it.

Aerial photos are scheduled to be delivered to the Jacob's office this week. They will actually be poster size.

LEO Contract Update

Butch said that we're now on flex response which began on December 1st. He also said that the TSA had changed their pay requirements and forms as of Oct 1st but did not notify Airports until after the start of the new Federal Fiscal Year. October and November's payment request will have to be resubmitted. Payroll has already been paid but he was supposed to get authorization 2 weeks ago but he hasn't seen anything yet. We don't know about the authorization for the future. Steve Tait facetiously suggested applying for a bail-out! Butch said that - starting in May - it will be entirely out of our budget.

Michael L. got a forwarded e-mail from TSA and saved it. He wants to get all the e-mail recipients of this e-mail and ask them if they have the same problems with the TSA.

NEW BUSINESS

Runway Markings & Crack Sealing

Butch is proceeding with doing the runway markings. He's dealing with the FAA and MAC. The entire project will cost is \$134,000 with the Town's share being \$3,350. The project includes all crack sealing and re-striping of the runway. Taxiways will not be done in this project. Steve F. will handle all the applications as well as the project.

Michael L. wondered about reflective paint and Mike G. said that it doesn't work.

OTHER BUSINESS

The Airport's report for the annual town report is due the end of January. Michael L. will e-mail from Palm Springs. He said that it may not be as lengthy as last year.

The next meeting will be on Tuesday, January 20th.

PAYMENT VOUCHERS

Kenyon Wheeler electrical \$1,153.00

Motion: Move to pay Kenyon Wheeler in the amount of \$1,153.

Motion: Steve Tait Seconded: Heath Gatlin Vote: 4-0-0.

N-STAR \$822.64

Motion: Move to pay N-STAR in the amount of \$822.64

Motion: Steve Tait Seconded: Heath Gatlin Vote: 4-0-0.

N-STAR \$973.91

Motion: Move to pay N-STAR in the amount of \$973.91

Motion: Heath Gatlin Seconded: Roger Lookingbill Vote: 4-0-0.

JACOBS invoice #6 – terminal reconstruction \$21,142.77

Motion: Move to pay JACOBS in the amount of \$21,142.77

Motion: Steve Tait Seconded: Heath Gatlin Vote: 4-0-0.

Lawrence Lynch invoice #2 \$112,439.63

Motion: Move to pay Lawrence Lynch in the amount of \$112,439.63

Motion: Steve Tait Seconded Roger Lookingbill Vote: 4-0-0.

JACOBS invoice #10 – environmental \$60,000.00

Motion: Move to pay JACOBS in the amount of \$60,000.

Motion: Heath Gatlin Seconded: Steve Tait Vote: 4-0-0.

JACOBS invoice #11 – environmental \$30,000.00

Motion: Move to pay JACOBS in the amount of \$30,000.

Motion: Steve Tait Seconded: Heath Gatlin Vote: 4-0-0.

JACOBS invoice #7 – final ramp \$29,173.31

Move to pay JACOBS in the amount of \$29,173.31

Motion: Steve Tait Seconded: Heath Gatlin Vote: 4-0-0.

Lawrence Lynch invoice #2 – final \$15,859.31

Motion: Move to pay Lawrence Lynch in the amount of \$15,859.31

Motion: Steve Tait Seconded: Roger Lookingbill Vote: 4-0-0.

Discussion

The David Flowers party was brought up again – but only briefly. It was decided that the ball was in the Flowers’ court and since they hadn’t heard anything, there was no more discussion on the proposal.

Heath Gatlin suggested that this may be a good opportunity for the Commissioners to set up guidelines. Michael L. said that he, personally, would like to start with the standard operating procedures for the Airport and maybe that should be updated; it hasn’t been touched since ‘92.

Roger Lookingbill said that he read a clause in the lease which states that Cape Air has to make a formal application to the Commission for anything that is non-aviation related. This will be fully discussed at a future time.

Adjournment happened at 5:45 p.m.

Respectfully submitted,

Evelyn Gaudiano

Evelyn Rogers Gaudiano

APPROVED: JAN 20, 2009